West Virginia
Statewide Interoperability Executive Committee
Meeting Minutes

Date: 7/13/2020     Time: 15:27     Location: Online

Meeting Called To Order: Bobby Hoge

SIEC Membership & Participation
(X – Present; Blank – Absent; X-CC – Present via Conference Call)

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Agency/Position</th>
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<tbody>
<tr>
<td>1</td>
<td>Bump, Paul</td>
<td>WV Zone 1 Switch Agency</td>
</tr>
<tr>
<td>2</td>
<td>White, Byrd</td>
<td>WV Department of Transportation</td>
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<tr>
<td>3</td>
<td>Channel, Fred</td>
<td>RIC 4 Chairman</td>
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<tr>
<td>4</td>
<td>Dooley, Lisa</td>
<td>WV Municipal League</td>
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<td>5</td>
<td>Spence, Josh</td>
<td>WV Office of Technology</td>
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<td>6</td>
<td>Zilinski, John</td>
<td>RIC 5 Chairman</td>
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<td>7</td>
<td>Barr, Greg</td>
<td>WV Parkways Authority</td>
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<td>8</td>
<td>Hart, Tom</td>
<td>RIC 2 Chairman</td>
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<td>9</td>
<td>Tatum, Mike</td>
<td>WV E-911 Council</td>
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<td>10</td>
<td>Cahill, Jan</td>
<td>WV State Police</td>
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<td>11</td>
<td>Neal, David</td>
<td>WV SWIC</td>
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<tr>
<td>12</td>
<td>McCallister, Roy</td>
<td>RIC 1 Chairman</td>
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<tr>
<td>13</td>
<td>Hoyer, James</td>
<td>WV National Guard</td>
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<tr>
<td>14</td>
<td>Stephens, Steve</td>
<td>WV Sheriff's Association</td>
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<tr>
<td>15</td>
<td>Piercy, Jennifer</td>
<td>WV County Commission Association</td>
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<tr>
<td>16</td>
<td>Polczynski, Jeff</td>
<td>RIC 3 Chairman</td>
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<tr>
<td>17</td>
<td>Mills, Michael</td>
<td>WV Health &amp; Human Resources</td>
</tr>
<tr>
<td>18</td>
<td>Saffel, Dave</td>
<td>APCO</td>
</tr>
<tr>
<td>19</td>
<td>Tyree, Ken</td>
<td>WV State Fire Marshal</td>
</tr>
<tr>
<td>20</td>
<td>Kirk, Thomas</td>
<td>WVDEM Director</td>
</tr>
<tr>
<td>21</td>
<td>Vargo, Lou</td>
<td>WV Zone 3 Switch Agency</td>
</tr>
<tr>
<td>22</td>
<td>Vititoe, Steve</td>
<td>RIC 6 Chairman</td>
</tr>
<tr>
<td>23</td>
<td>Meadows, Dean</td>
<td>WV Emergency Management Council</td>
</tr>
</tbody>
</table>

Non-SIEC Board Members Present
(X – Present; Blank – Absent; X-CC – Present via Conference Call)

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<tbody>
<tr>
<td>1</td>
<td>RC Faulk</td>
<td>Assistant SWIC</td>
</tr>
<tr>
<td>2</td>
<td>Dustyn McConnell</td>
<td>Harrison County EMS</td>
</tr>
<tr>
<td>3</td>
<td>Jim Mangus</td>
<td>RIC 1</td>
</tr>
</tbody>
</table>

4 5 6 7 8 9
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Previous Minutes Reviewed and Approved

- **Motion:** Dave Saffel
- **Second:** Roy McCallister
- **Motion:** Passed

**Technical Committee Report – Dave Saffel**

- Report from Frequency procurement
  - Status of frequency searching
  - North Mountain (Berkeley) – Report from Jeff Polczynski – No progress

- Lick Knob – Possibly going to have to move. Still investigating

- Equipment testing –
  - Motorola radio – Motorola advised that radio would not function on our network.

- System Version Upgrade Status – The principle 7.18 upgrade has been done. They are working on the punch list and some recorder upgrades, but otherwise are finished. In August we are going to move to a status of Beneficial Use.

- Programming
  - Current Versioning –
    - Motorola APX 21.00.01 - MEGA Firmware 21.03.00 (All models)
    - Motorola CPS 20.01.00 – Firmware 20.50.10
    - Kenwood – KPG-95DGN v 8.30 (10 Series) Firmware – 4.43 (v2) 6.14 (v3)
    - Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
    - Kenwood – KPG-D1N 4.22 (NX-5X00 & 30 Series)–Firmware 4.24

- Laurel Tower – SIRN technician for the site will be queried, but the Technical Committee does not object to amateur co-location on Laurel Tower and Fire Department on the Cleveland Mountain Site.

- Helicopter usage of SIRN – Request from Air Methods (parent company of Health Net) to use SIRN channels. Committee recommends approval, GE McCabe Second, Motion passed.
• Band Plan 4 – Will be implemented as part of finishing up the upgrade.

• MOVHD requesting a talkgroup coverage modification to support the areas they are working in. They need to take that request through Tim Priddy (DHHR).

• Programming problems in the Eastern Panhandle – Kenwood radios in Mineral, Hampshire, and Morgan counties had programming issues found when evaluated by State Police technicians.

• Morgan County is going to be online with a direct connect console site. They are going to have 7 positions and hope to be online soon.

• Site Updates - Mon County has TEP doing an engineering study and possible solution for Katherine’s site.

• Weirton site antennas have arrived. The site was overgrown and is going to be cleaned up and equipment installation will be schedules.

• Jesse tower – 350 tower that was built for AT&T and T-Mobile who have both pulled out. We are looking into the viability of acquiring that tower.

• Roanoke – The National Guard has declined to take assist in roadway repair.

• Tunnel Equipment – Microwave equipment will be dismantled from there and placed in storage and used for spares.

**Important Technical Information**

<table>
<thead>
<tr>
<th>Channel ID Plan</th>
<th>3</th>
<th>4</th>
<th>5</th>
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<tbody>
<tr>
<td><strong>Bandwidth</strong></td>
<td>12.5 kHz</td>
<td>12.5 kHz</td>
<td>12.5 kHz</td>
</tr>
<tr>
<td><strong>Transmit Offset Sign</strong></td>
<td>+</td>
<td>+</td>
<td>+</td>
</tr>
<tr>
<td><strong>Transmit Offset MHz.</strong></td>
<td>5 MHz</td>
<td>5 MHz</td>
<td>9 MHz</td>
</tr>
<tr>
<td><strong>Channel Spacing</strong></td>
<td>12.5 kHz</td>
<td>6.25 kHz</td>
<td>6.25 kHz</td>
</tr>
<tr>
<td><strong>Base Frequency</strong></td>
<td>453.025 MHz</td>
<td>450.000 MHz</td>
<td>400 MHz</td>
</tr>
</tbody>
</table>

**NOTE: This information has changed!!!!**

**Important Kenwood Programming information (UPDATED 04/12/16):**
Check Background Hunt and RSSI CC Hunt
BER = 4.0 (default)
Hunt Start Time (Hunt) = 300
Hunt Start Time (Idle) = Not changeable version 2
Acceptable RSSI Level = -108 (default)
Good RSSI = -88 (default)
LM1 = 0 (default)
Home RFSS = FE
Home Site = FE
(FE disables the radio from trying to look for a Home RFSS and Home)
PTT Release Hunt = unchecked
Hunt Option > Slot = 99 (ensures all adjacent sites are searched)
Hunt Option > Sampling Rate = 7 (number of adjacent sites)

**Policy and Procedures Committee Report – Rodney Evans**

- Did not meet

**Training/Education/Outreach Committee Report – RC Faulk**

- Will be working with Icom to set up a training for new trainers on July 22nd via a virtual platform

**Conference Committee Report – Jeff Perry**

- Will plan to conduct a virtual Conference
- Programming courses will follow on subsequent days
- RC Faulk will provide a free registration portal and provide an advertisement flyer

**Planning Committee Report – Bobby Hoge**

- BRIM Insurance – worked on coverages from the BRIM spreadsheet and confirming what coverages were listed. There will be follow up with counties to confirm their coverages are appropriate and adequate in a working group.
- McDowell County Grant Funds - $335,000 – email sent to David Hoge and waiting on response.
- SWIC Report & Site Status
  - Weirton – antenna’s arrived, cleaning up the site and getting equipment delivered
  - Hinton – Suggested getting quote from Premier to move tower from Paint Creek & reinstall
  - Weston – Microwave dishes are mounted at Weston and Roanoke, Status of MW radio’s is to be determined
  - Richwood – RF & Microwave needed
  - Horsepen – Visited site and met with AEP, combine the DNR site with the WVSP site, build new solid leg tower, partnership with AEP
  - Jesse – possible location for Wyoming County, private entire looking to sell 350’ self-support tower
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- Lick Knob/Mossy – Plan to get all players together to work out a plan including Parkways, AEP, Raleigh and Fayette County, Two Way Radio, Lloyds Electronics, and WCIR radio; not sure about amateur users

**New & Emerging Technologies – Paul Bump**

- Did not meet

**RIC Region 1 Report – Roy McCallister**
Kanawha, Clay, Putnam, Jackson, Roane, Calhoun, Ritchie, Wirt, Wood, and Pleasant

- Next meeting July 30, 2020

**RIC Region 2 Report – Tom Hart**
Hancock, Brooke, Ohio, Marshall, Wetzel, Tyler, Doddridge, Harrison, Marion, Monongalia, Preston, Taylor

- Nothing reported

**RIC Region 3 Report – Jeff Polczynski**
Grant, Hardy, Hampshire, Berkeley, Jefferson, Mineral, Morgan

- Next meeting is July 15, 2020

**RIC Region 4 Report – Fred Channel**
Pocahontas, Pendleton, Webster, Randolph, Tucker, Barbour, Upshur, Braxton, Gilmer, Lewis

- Next meeting is July 16, 2020

**RIC Region 5 Report – John Zilinski**
Mercer, McDowell, Wyoming, Raleigh, Summers, Monroe, Greenbrier, Nicholas, and Fayette

- Next meeting is July 16, 2020

**RIC Region 6 Report – Steve Vititoe**
Cabell, Boone, Lincoln, Logan, Mason, Mingo

- Nothing reported
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**Business Conducted**

Next meeting August 10th, 2020 with a location to be determined later.

Meeting adjournment.

- Motion: Dave Saffel
- Second: Danny Kirby
- Motion: Passed